

Red River

TECHNOLOGY CENTER

Minutes of the Board of Education Regular Meeting
Monday, July 8, 2024 6:30 PM Central
Conference Room-Main Building
3300 West Bois D'Arc
Duncan, Oklahoma 73533

1. Call to order and roll call of members.

Dee Williams called the meeting to order.

Attendance Taken at 6:30 PM.

Lori Lovett: Present

Sam Porter: Absent

Ricky Sanders: Present

Lance Strickland: Absent

Dee Williams: Present

2. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

Motion to approve Consent Agenda items 2a-2k with item 2a as amended for spelling error on item #3. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

a. Approval of Minutes of the June 26, 2024, Regular Board Meeting

b. Approval of Tami Wright as Minutes Clerk

c. Approval of Agenda as part of the minutes

d. Approval of June Treasurer's Report

e. Approval of June Activity Fund Reports - Regular & Credit Card Account

f. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 24, in the amount of -\$95,599.90

g. Approval of General Fund Change Orders, Warrants, & Encumbrances for FY 25, numbers 1-221, in the amount of \$786,543.15

h. Approval of Building Fund Change Orders, Warrants, & Encumbrances for FY 25, numbers 25001-25019, in the amount of \$761,036.00

i. Approval of General Fund Payroll Change Orders, Warrants, & Encumbrances for FY 25, numbers 70000-70123, in the amount of \$5,080,249.67

j. Approval of Building Fund Payroll Change Orders, Warrants, & Encumbrances for FY 25, numbers 80000-80020, in the amount of \$386,631.87

k. Resolution to Declare Surplus Property

3. Discussion and possible action regarding the approval of Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk.

Motion to approve Tami Wright as Clerk of Board, Encumbrance Clerk and Minutes Clerk. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

4. Discussion and possible action regarding the appointment of Brandi

Williams, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY25.

Motion to approve the appointment of Brandi Williams, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY25. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

5. Discussion and possible action regarding the appointment of Kimberly

Loveday, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY25.

Motion to approve the appointment of Kimberly Loveday, Deputy Clerk of the Board of Education and Deputy Minutes Clerk for FY25. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

6. Discussion and possible action regarding the attached sub-accounts for the Activity Fund.

Motion to approve the attached sub-accounts for the Activity Fund. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

7. Discussion and possible action regarding the Activity Fund Policies.

Motion to approve the Activity Fund Policies. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

8. Discussion and possible action regarding the Amended Summer Work schedule for July 1-26, 2024.

Motion to approve the Amended Summer Work schedule for July 1-26, 2024. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

9. Discussion and possible action regarding the Red River Technology Center/Kiamichi Technology Center Paramedic Handbook for A&CD Paramedic training.

Motion to approve the Red River Technology Center/Kiamichi Technology Center Paramedic Handbook for A&CD Paramedic training. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

10. Discussion and possible action regarding the RRTC 2024-2025 Workforce and Economic Development Adjunct Handbook.

Motion to approve the RRTC 2024-2025 Workforce and Economic Development Adjunct Handbook as amended for new employee name and corrected extension. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

11. Discussion and possible action regarding the Adult & Career Development 2024-2025 Emergency Medical Services Student Handbook & EMS Clinical Guide.

Motion to approve the Adult & Career Development 2024-2025 Emergency Medical Services Student Handbook & EMS Clinical Guide. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

12. Discussion and possible action regarding the RRTC 2024-2025 Bloodborne Pathogens Exposure Control Plan.

Motion to approve the RRTC 2024-2025 Bloodborne Pathogens Exposure Control Plan. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

13. Discussion and possible action regarding the RRTC 2024-2025 Emergency Action Plan.

Motion to approve the RRTC 2024-2025 Emergency Action Plan. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

14. Discussion and possible action regarding the RRTC 2024-2025 School Safety Handbook.

Motion to approve the RRTC 2024-2025 School Safety Handbook. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

15. Discussion and possible action regarding the Letter of Engagement with Rosenstein, Fist & Ringold, Legal Services for FY25.

Motion to approve the Letter of Engagement with Rosenstein, Fist & Ringold, Legal Services for FY25. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

16. Discussion and possible action regarding the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY25.

Motion to approve the Letter of Engagement with Jayna R. Johnson, School Treasurer for FY25. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

17. Discussion and possible action regarding the continuation of employee fringe benefit plan including cafeteria plan. Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65).

Motion to approve the continuation of employee fringe benefit plan including cafeteria plan.

Fringe benefits include: retirement, health insurance, sick leave, emergency leave, personal leave, unused sick leave, group life insurance, dental, flex cash in lieu of health insurance, and

retention incentive (health insurance for persons retiring after the age of 62 through the month they reach the age of 65). This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

18. Discussion and possible action regarding reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment. Motion to approve reimbursement of up to \$30 to employees who take a bus driver physical for the purpose of transporting students as a function of their employment. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

19. Discussion and possible action regarding Brook Holding as purchasing agent for the Agency for Surplus Property.

Motion to approve Brook Holding as purchasing agent for the Agency for Surplus Property. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

20. Discussion and possible action regarding the Retirement Compensation Contracts (insurance reimbursement from age 62 until they reach 65) with Theresa Ensley, Janice Gay, Linda Henton, Sylvia Loveday, Dorothea Perkins, Teresa Poff, & Letitia Weast.

Motion to approve the Retirement Compensation Contracts (insurance reimbursement from age 62 until they reach 65) with Theresa Ensley, Janice Gay, Linda Henton, Sylvia Loveday, Dorothea Perkins, Teresa Poff, & Letitia Weast. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

21. Discussion and possible action regarding the RRTC 2024-2025 Student Consumer Information Guide.

Motion to approve the RRTC 2024-2025 Student Consumer Information Guide. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

22. Discussion and possible action regarding the RRTC 2024-2025 Financial Aid Policies and Procedures.

Motion to approve the RRTC 2024-2025 Financial Aid Policies and Procedures. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

23. Discussion and possible action regarding the following appointments:

Motion to approve the following appointments: 23a-Title IX, Financial Aid-Kelly Pollock; 23b-Minutes Clerk, Encumbrance Clerk, Board Clerk-Tami Wright; 23c-Treasurer-Jayna Johnson; 23d-Purchasing Agents-Brook Holding, Misty Wade, Kelly Pollock, Lisa Williams, Cameron Ottwell, Tim Yancy; 23e-Activity Fund Custodian-Brandi Williams; 23f-Activity Fund Co-Custodian-Ronda Byrne; 23g-Receiving Agents-All full-time RRTC employees are authorized to sign for merchandise; 23h-Equal Opportunity & Compliance Coordinators-Kelly Pollock and Misty Wade; 23i-Adult Education & Literacy Director-Lisa Williams; 23j-E-Rate Representative-Brook Holding. This motion, made by Ricky Sanders and seconded by Lori

Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

- a. Title IX, Financial Aid - Kelly Pollock
- b. Minutes Clerk, Encumbrance Clerk, Board Clerk - Tami Wright
- c. Treasurer - Jayna Johnson
- d. Purchasing Agents - Brook Holding, Misty Wade, Kelly Pollock, Lisa Williams, Cameron Ottwell, Tim Yancy
- e. Activity Fund Custodian - Brandi Williams
- f. Activity Fund Co-Custodian - Ronda Byrne
- g. Receiving Agents - All full-time RRTC employees are authorized to sign for merchandise
- h. Equal Opportunity & Compliance Coordinators - Kelly Pollock and Misty Wade
- i. Adult Education & Literacy Director - Lisa Williams
- j. E-Rate Representative - Brook Holding

24. Discussion and possible action regarding E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy.

Motion to approve the E-Rate Record Retention Policy, E-Rate Procurement Policy & E-Rate Gift Policy. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

25. Discussion and possible action regarding the continuation of the Short-Term Adult Displaced Homemaker Tuition Waiver.

Motion to approve the continuation of the Short-Term Adult Displaced Homemaker Tuition Waiver. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

26. Discussion and possible action regarding the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors.

Motion to approve the employment of Brook Holding, Kelly Pollock, Misty Wade, and Lisa Williams as night supervisors. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

27. Discussion and possible action regarding the employment of Kim Loveday & Gary Williams as substitute night supervisors.

Motion to approve the employment of Kim Loveday & Gary Williams as substitute night supervisors. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

28. Discussion and possible action regarding the Online Consortium with Imagine Learning (Odysseyware) for FY25.

Motion to approve the Online Consortium with Imagine Learning (Odysseyware) for FY25. This

motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

29. Discussion and possible action regarding the donation of various supplies to Duncan Public Schools for the STEM Program.

Motion to approve the donation of various supplies to Duncan Public Schools for the STEM Program. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

30. Discussion and possible action regarding the purchasing of yearbook ads in the amount of \$75.00 from participating school districts.

Motion to approve the purchasing of yearbook ads in the amount of \$75.00 from participating school districts. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

31. Discussion and possible action regarding the employment of Jamie Webb, Part-Time Evening Administrative Assistant.

Motion to approve the employment of Jamie Webb, Part-Time Evening Administrative Assistant. This motion, made by Ricky Sanders and seconded by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

32. Discussion and possible action regarding the employment of Robert Rosier, Custodial/Maintenance.

Motion to approve the employment of Robert Rosier, Custodial/Maintenance. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

33. Discussion and possible action regarding the attached employee contracts.

Motion to approve the attached employee contracts of Jerron Beck, Kayla Brown, Chris Cuddeback, Robert Rosier, Teresa Sampley, Alex Sikes, Michelle Vanderslice, Tim Yancy, Violet Estes, Nelson Brown, Brandi Beck, Deana Adair, Elizabeth Baxter, Krissy Bohn, Pam Boles, Sherri Branch, Kent Brown, Ronda Byrne, Josh Case, Sidney Cates, Brenda Christian, Amanda Churchman, Jamie Conway, Kathy Deevers, Alan Downey, Madalyn Estes, Stacy Estes, Luran Fish, Amanda Garner-Slate, Doyle Goss, Tiffany Hartlaub, Kayla Hecox, Janet Herren-Pogue, Lisa Hill, Brook Holding, Kristy Hooker, Jessica Jacobi, Laura Johnston, Holly Kelly, Mark Kilbourn, Sarah Lemons, Davis Loafman, Laura Long, Kimberly Loveday, Krystal McMains, Tracey Moore, Stacy Morgan, Cameron Ottwell, Jason Todd Ottwell, Rodney Pipkin, Kelly Pollock, Jeff Prater, Kaitlyn Snider, Curtis Suson, Cody Tanaka, Deborah Taylor, Gretchen Taylor, Eric Troutman, Misty Wade, Brandi J. Williams, Gary Williams, Alesia Williams, Desiree Wright, Tami Wright, Jamie Webb, Amanda Churchman, Tami Wright, Kim Loveday, Brandi Williams, Gary Williams, Susan Fitzgerald, Sidney Cates, Crisi Chapman, Vera Hardin, Rebecca Welton, David McAllister, Matt Benge, Matthew Reagan, Scott Meadows, Latrecia Armstrong, Rhonda Rose, Luran Loafman, Jennifer Evans, Cayley Inmon, Ronda Johnson, Amanda Churchman, Liz Baxter, Krissy Bohn, Laura Long, Luran Fish, Jessica Jacobi, Marilyn Brooks, Sylvia Loveday, Theresa Ensley, Lily Alvarado, Kelli Bolton, Carol Phipps, Anthony Alvarado, Brandi Beck, Linda Taylor, Alan Downey, Kaitlyn Snider, Gretchen Taylor, Bill Leyrer, Vera Hardin, Crisi Chapman, Rebecca Welton, Rodney Brooks, Darrell Knapp, Scott Meadows, & Susan Fitzgerald. This motion, made by Ricky Sanders and seconded

by Lori Lovett, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea

34. New Business: In accordance with Oklahoma State Statute 25 Section 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business.

35. Informational Items:

a. APEX EXCELL. Report

b. 2024-2025 Approved Accredited Programs-ODCTE

c. ODCTE - FEDERAL STUDENT AID PARTICIPATION

d. Red River Technology Center Carryover Approval FY25

e. OK Summit - Tulsa, Ok (August 1-2, 2024)

f. The OSSBA Leadership Conference is August 22-25, 2024 at the OKC Convention Center

g. Storm/Fire Reconstruction Update

h. Skills USA National Competition - Atlanta, Georgia

36. Vote to adjourn.

Motion to adjourn at 7:14 p.m. This motion, made by Lori Lovett and seconded by Ricky Sanders, passed.

Lori Lovett: Yea, Ricky Sanders: Yea, Dee Williams: Yea